



State of Utah  
Application for Real Estate  
**INSTRUCTOR**

Division of Real Estate  
PO Box 146711  
Salt Lake City, UT  
84114-6711  
(801) 530-6747

Applicant **MUST** have a minimum score of 70 points to meet initial instructor qualifications. Applicant may be required to validate experience by providing official documentation.

(Please Print)

NAME \_\_\_\_\_ TOTAL POINTS   
BUSINESS ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ FAX \_\_\_\_\_  
HOME ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_  
SOCIAL SECURITY NUMBER \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ E-MAIL \_\_\_\_\_

School name \_\_\_\_\_  
School address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_  
I am applying to teach: \_\_\_\_\_ Sales agent sub-course \_\_\_\_\_ Sales agent 90 hours  
\_\_\_\_\_ Broker sub-course \_\_\_\_\_ Broker 120 hours  
Signature of applicant \_\_\_\_\_  
Signature of school director \_\_\_\_\_

**I. Real Estate and Real Estate Related Experience**

**Units Points**

- A. Active sales agent license ..... 1 pt. per year \_\_\_\_\_  
B. Active broker license ..... 2 pts. per year \_\_\_\_\_  
Company with whom licensed \_\_\_\_\_  
C. Experience in auxilliary real estate field ..... 1 pt. per year \_\_\_\_\_  
What field? \_\_\_\_\_  
D. Member of real estate professional organization ..... 1 pt. per year \_\_\_\_\_  
What organization? (NAR, REEA, etc.) \_\_\_\_\_  
E. Closed brokerage transactions (*May be verifiable*)  
(.5 pts. per transaction) ..... Transactions \_\_\_\_\_

**Total points (min. 5 pts.)**

**II. Formal Education** (Choose level of education completed - NOT a cumulative score.)

- A. High School (or equivalent) ..... 5 pts. \_\_\_\_\_  
B. 2 Year Degree (or college-level studies between 2-4 year degrees) ..... 10 pts. \_\_\_\_\_  
C. 4 Year Degree ..... 15 pts. \_\_\_\_\_  
D. 4 Year Degree with Major in Real Estate ..... 20 pts. \_\_\_\_\_  
E. Masters Degree or Higher ..... 20 pts. \_\_\_\_\_

**Total points (min. 5 pts.)**

**III. Real Estate Education**

- A. Prelicense courses attended  
(2 pts. per 15 classroom hours) ..... Hours \_\_\_\_\_  
B. Continuing education courses attended  
(.5 pts. per 3 classroom hours) ..... Hours \_\_\_\_\_

- C. Real estate professional designation courses (includes affiliate designations)  
(3 pts. per course completed)..... Courses \_\_\_\_\_
- D. College credit courses in real estate  
(5 pts. per 3 semester hour course or 5 quarter hour course) ..... Courses \_\_\_\_\_
- E. Affiliate real estate courses  
(2 pts. per 15 classroom hours)..... Course \_\_\_\_\_
- Total points (min. 10 pts.)**

#### IV. Teaching Experience

- A. Formal institution (college or university)
1. Full time instructor, 10 pts. per year ..... Years \_\_\_\_\_
  2. Adjunct faculty, 2.5 pts. per course..... Courses \_\_\_\_\_  
5 pts. per real estate course..... Courses \_\_\_\_\_
- B. Division/Commission approved courses (if previously taught in Utah or any other state)
1. Sales agent prelicense course  
(3 pts. per 15 classroom hours)..... Hours \_\_\_\_\_
  2. Broker prelicense course  
(3 pts. per 15 classroom hours)..... Hours \_\_\_\_\_
  3. Continuing education  
(1 pt. per 3 classroom hours)..... Hours \_\_\_\_\_
  4. Sales training courses  
(1 pt. per course)..... Courses \_\_\_\_\_
- C. Informal institution
1. Real estate designation courses (5 pts. per course) ..... Courses \_\_\_\_\_
  2. Other (2 pts. per course-6 pts. max.)..... Courses \_\_\_\_\_
- D. Attendance at Instructor Development Workshops
1. One day workshop (5 pts. per workshop) ..... Workshops \_\_\_\_\_
  2. Workshops two or more days in length  
(10 pts. per workshop)..... Workshops \_\_\_\_\_
- E. Apprenticeship  
*Points awarded for apprentice teaching of a certified prelicense course under supervision of a certified instructor.*
1. Adjunct instructor of sales agent sub-course..... 2 pts. each \_\_\_\_\_
  2. Instructor of entire sales agent 90-hour course..... 10 pts. \_\_\_\_\_
  3. Adjunct instructor of broker sub-course..... 2 pts. each \_\_\_\_\_
  4. Instructor of broker 24-hour sub-course..... 7 pts. \_\_\_\_\_
- F. Real estate teaching designation (ITI, DREI, etc.)..... 10 pts. \_\_\_\_\_
- G. Other teaching experience or other qualifications  
(Please describe. Points will be awarded by Division) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Total points (min. 10 pts.)**

**Page 2 total points**

**Page 1 total points**

**Grand total points**